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#3 Page 1 of 2

UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
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| APPLICATION NUMBER | FILING/RECEIPT DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|---------------------|-----------------------|------------------------|
| 10/066,388 | 10/29/2001 | La Verne Clark | 243768069US |

25096
PERKINS COIE LLP
PATENT-SEA
P.O. BOX 1247
SEATTLE, WA 98111-1247

RECEIVED

MAR 04 2002

PERKINS COIE LLP

CONFIRMATION NO. 4633

FORMALITIES LETTER



OC000000007539492*

Date Mailed: 02/26/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

05/08/2002 JEALINAN 00000008 10066308

| | |
|-----------|-----------|
| 01 FC:101 | 740.00 OP |
| 02 FC:102 | 252.00 OP |
| 03 FC:103 | 756.00 OP |
| 04 FC:105 | 130.00 OP |

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).
- Total additional claim fee(s) for this application is \$1008.
 - \$756 for 42 total claims over 20.
 - \$252 for 3 independent claims over 3 .
- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 1878.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below

The required item(s) identified below must be timely submitted to avoid abandonment

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);
 - Drawings must be reasonably free from erasures and must be free from alterations,

overwritings, interlineations, folds, and copy marks

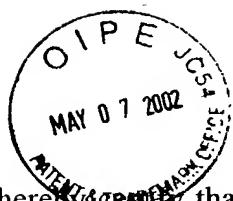
*A copy of this notice **MUST** be returned with the reply.*



Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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PATENT

I hereby certify that on the date specified below, this correspondence is being deposited with the United States Postal Service as first-class mail in an envelope addressed to Box Missing Parts, Commissioner for Patents, Washington, DC 20231.

Date

Jeanne Connelly

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants : La Verne Clark and Wayne T. Myers
 Application No. : 10/066,388 Confirmation No.: 4633
 Filed : October 29, 2001
 For : METHODS AND SYSTEMS FOR EXCHANGING INFORMATION, SUCH AS INFORMATION RELATED TO RECRUITING FOREIGN PERSONNEL FOR DOMESTIC-BASED COMPANIES
 Docket No. : 243768069US (25MB-0080)
 Date : April 26, 2002

Box Missing Parts
 Commissioner for Patents
 Washington, DC 20231

RESPONSE TO NOTICE TO FILE MISSING PARTS OF APPLICATION

Sir:

In response to the Notice to File Missing Parts dated February 26, 2002, please find enclosed a Declaration, Authorization for Extensions of Time Under 37 CFR § 1.136(a)(3), and a copy of the Notice to File Missing Parts for the above-identified application.

Enclosed is a Transmittal of Formal Drawings (Figures 1-12).

The fees have been calculated as follows:

| | | |
|---------------------------------|----|---------|
| Basic Fee | \$ | 740.00 |
| Total Claims (62, 42 extra) | | 756.00 |
| Independent Claims (6, 3 extra) | | 252.00 |
| Missing Parts Surcharge | | 130.00 |
| Total | \$ | 1878.00 |

Enclosed is a check in the amount of \$1878.00 for the requisite fees. The Commissioner is hereby authorized to charge any additional filing fees or to credit any overpayment to Deposit Account No. 50-0665. A duplicate copy of this response is enclosed.

Respectfully submitted,

Perkins Coie LLP



Stephen E. Arnett
Registration No. 47,392

SEA:jc

Enclosures:

- Postcard
- Check
- Copy of this Response
- Declaration
- Authorization for Extensions of Time Under 37 CFR § 1.136(a)(3)
- Transmittal of Formal Drawings (Figures 1-12)
- Copy of Notice to File Missing Parts

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10066388 A 05/07/02

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4/26/02

Jeanne Connally

Date

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

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Application No. : 10/066,388 Confirmation No.: 4633
Filed : October 29, 2001
For : METHODS AND SYSTEMS FOR EXCHANGING
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COMPANIES

Docket No : 243768069US (25MB-0080)

Date : April 26, 2002

Commissioner for Patents
Washington, DC 20231

TRANSMITTAL OF FORMAL DRAWINGS

Sir:

Enclosed please find 12 sheets of formal drawings (Figures 1-12) for the above-identified application.

Respectfully submitted,
Perkins Coie LLP


Stephen E. Arnett
Registration No. 47,392

SEA:jc

Enclosures:

12 Sheets of Drawings

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